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*Office Memorandum* • UNITED STATES GOVERNMENT

TO : Chief, Logistics Office

DATE: 27 August 1953

FROM : Chief, Inspection and Review Staff

SUBJECT: Weekly Activity Report


1. General.a. O & M Service Survey of DD/P Logistics Functions (continued item.)

- (1) Fact-finding phase of survey of SE Division logistics functions was completed 25 August 1953.
- (2) Initial draft of SE logistics report should be completed by O & M Service 31 August 1953.
- (3) Copy of detailed report concerning status of this survey is on file in this Staff.

2. (5) Major Objectives.a. Review of Logistics Office Organizational Elements (continued item.)

- (1) Project is set forth in paragraph 9, Section I, "Logistics Office Programmed Objectives, Fiscal Year 1954" and is to be completed before 30 June 1954.
- (2) Project was reassigned to I & R Staff from Special Staff 13 July 1953 (Reference Memorandum to Chief, I & R Staff from Chief, Special Staff, 13 July 1953, subject, "Utilization of Manpower as Related to New T/O").
- (3) Preliminary planning relative to the manner in which this review will be conducted is in process and will be presented to the Chief of Logistics for approval approximately 9 September 1953.
- (4) As requested by the Chief of Logistics the Administrative Staff is the first element to be reviewed. Recommendations relative to the organization and staffing thereof will be furnished the Chief of Logistics approximately 10 September.

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Chief, Inspection and Review Staff

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